

# The Texas Immunization Registry Quick Guide: How to Merge Clinicians in ImmTrac2

## Purpose:

To provide guidance to organizations on how to resolve the data quality issue of duplicate clinician information in the Texas Immunization Registry (TIR) using ImmTrac2.

## Background:

Duplicated clinician information exists in ImmTrac2 for many organizations that submit data electronically to the TIR. These will need to be merged or resolved by your organization. Duplicate clinician issues can be identified in the data quality reports received as Health Level Seven (HL7) error **IEE-521: Warning. More than one clinician found to match (Last Name, First Name) error.**

Refer to *Figure 1: HL7 Message* for an example of the IEE-521 error message.

```

RXA|0|1|20200312|20200312|120^POLIO^CUX|0.5|ml^MilliLiter [SI Volume Units]^UCUM||00^New
RXR|C28161^Intramuscular^NCIT|LT^Left Thigh^HL70163
OBX|1|DT|29768-9^Date vaccine information statement published^LN|1|20160720|||||F|||202
OBX|2|DT|29769-7^Date vaccine information statement presented^LN|1|20200312|||||F|||202
OBX|3|CE|30963-3^Vaccine purchased with^LN|2|U02^UFC eligible-Medicaid/Medicaid Managed
OBX|4|CE|64994-7^Vaccine funding program eligibility category^LN|3|U02^UFC eligible-Medi
B7S|1
FTS|1|Weekly UXU Transfer to ImmTrac2
FHS|^~\&|NTI-EHR|1259570001|TXImmTrac|TXDSHS|20200304125700-0500||PSJAFAMILY20083.h17
BHS|^~\&|NTI-EHR|1259570001|TXImmTrac|TXDSHS|20200304125700-0500

Error: Informational Error
** IEE-521::Warning. More than one clinician found to match (Barker, Craig)

```

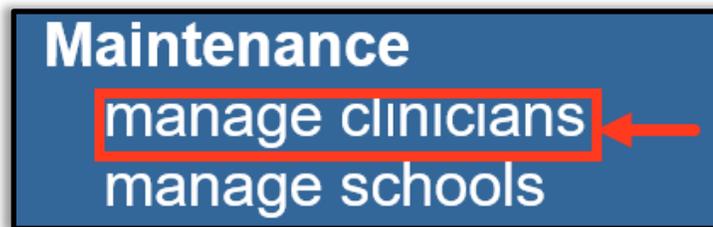


*Figure 1: HL7 Message*

## Steps

Follow the steps below to merge clinicians in ImmTrac2 and improve your data quality.

1. Log in to [ImmTrac2](#).
  - a. On the left side menu, select **Manage Clinicians**. Refer to *Figure 2: Manage Clinicians*.



*Figure 2: Manage Clinicians*

- b. The system returns a list of individuals that your organization reported as clinicians. Refer to *Figure 3: Clinician List*.

[home](#)
[registration/renewal](#)
[manage access/account](#)
[forms](#)
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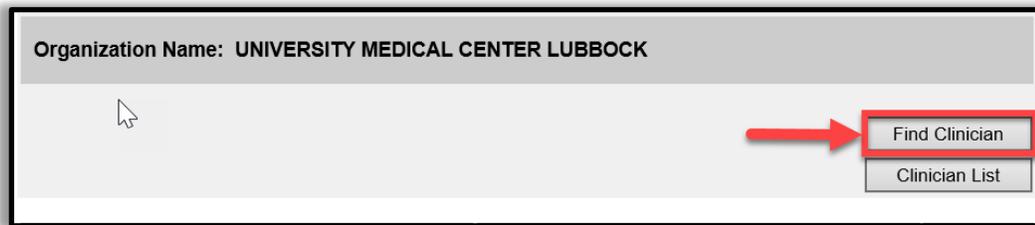
organization **UNIVERSITY MEDICAL CENTER LUBBOCK** • user **ANGELA HERRERA** • role **Full Access**  
 Providers no/DE

**Organization Name: UNIVERSITY MEDICAL CENTER LUBBOCK**

Clinician Name	Role	Signature
<a href="#">Abdelmalek, John</a>	Prescribing Authority	N
<a href="#">Acebedo, Mia</a>	Clinician	N
<a href="#">Aguayo, Hannah</a>	Clinician	N
<a href="#">Aguirre, Gabriella</a>	Clinician	N
<a href="#">Al-Rahawan, Mohamad A.</a>	Prescribing Authority	N
<a href="#">Alair, Jaimee</a>	Clinician	N
<a href="#">Alderson, Linda K.</a>	Clinician	N
<a href="#">Babb, Franklyn B.</a>	Prescribing Authority	N
<a href="#">Bartholomew, Chris</a>	Clinician	N
<a href="#">Barker, Craig</a>	Prescribing Authority / Clinician	N
<a href="#">BARKER, CRAIG</a>	Prescribing Authority	N
<a href="#">Barnard, Life B.</a>	Prescribing Authority	N
<a href="#">Barnes, Ethan</a>	Clinician	N
<a href="#">Barr, Erin B.</a>	Prescribing Authority	N

Figure 3: Clinician List

- c. Select the **Find Clinician** button. Refer to *Figure 4: Find Clinician*.



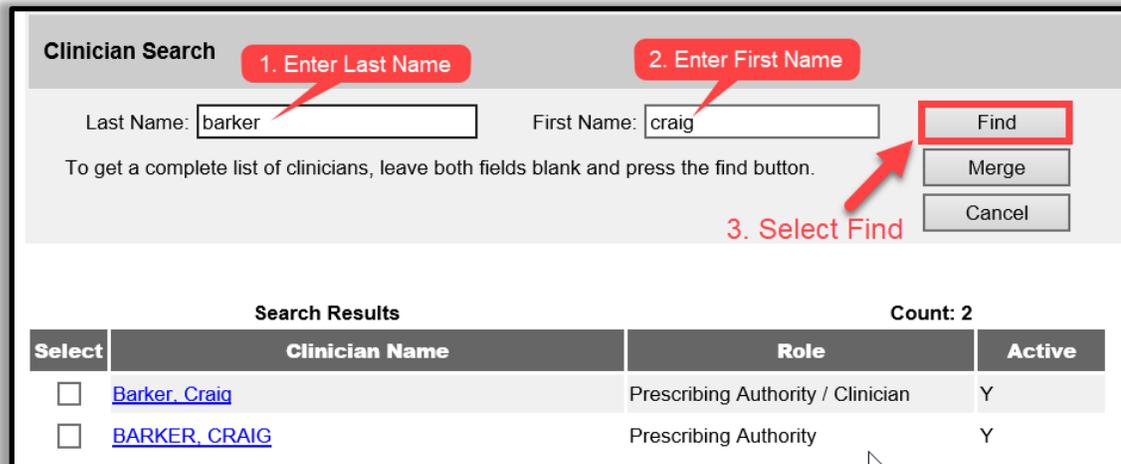
Organization Name: UNIVERSITY MEDICAL CENTER LUBBOCK

Find Clinician

Clinician List

*Figure 4: Find Clinician*

2. Enter the clinician's first and last name in the appropriate boxes.
- a. Select the **Find** button. The results are listed. Refer to *Figure 5: Clinician Search*.



**Clinician Search**

1. Enter Last Name

2. Enter First Name

Last Name:  First Name:

To get a complete list of clinicians, leave both fields blank and press the find button.

3. Select Find

Find

Merge

Cancel

**Search Results** Count: 2

Select	Clinician Name	Role	Active
<input type="checkbox"/>	<a href="#">Barker, Craig</a>	Prescribing Authority / Clinician	Y
<input type="checkbox"/>	<a href="#">BARKER, CRAIG</a>	Prescribing Authority	Y

*Figure 5: Clinician Search*

3. Select the check box next to each clinician identified as a duplicate.
- a. Select the **Merge** button. Refer to *Figure 6: Merge Clinician*.

### Clinician Search

Last Name:       First Name:      

To get a complete list of clinicians, leave both fields blank and press the find button. →

	Search Results	Count: 2
Select	Clinician Name	Role
<input checked="" type="checkbox"/>	<a href="#">Barker, Craig</a>	Prescribing Authority / Clinician
<input checked="" type="checkbox"/>	<a href="#">BARKER, CRAIG</a>	Prescribing Authority

Figure 6: Merge Clinician

4. Select the radio button of the Clinician Name and Role you want to retain for the individual. Refer to *Figure 7: Selection of Clinician to Retain*.
  - a. You may see the individual listed with different roles – Prescribing Authority/Clinician, Clinician, or Prescribing Authority.
  - b. Choose the appropriate role to retain for the individual based on their role with your organization.

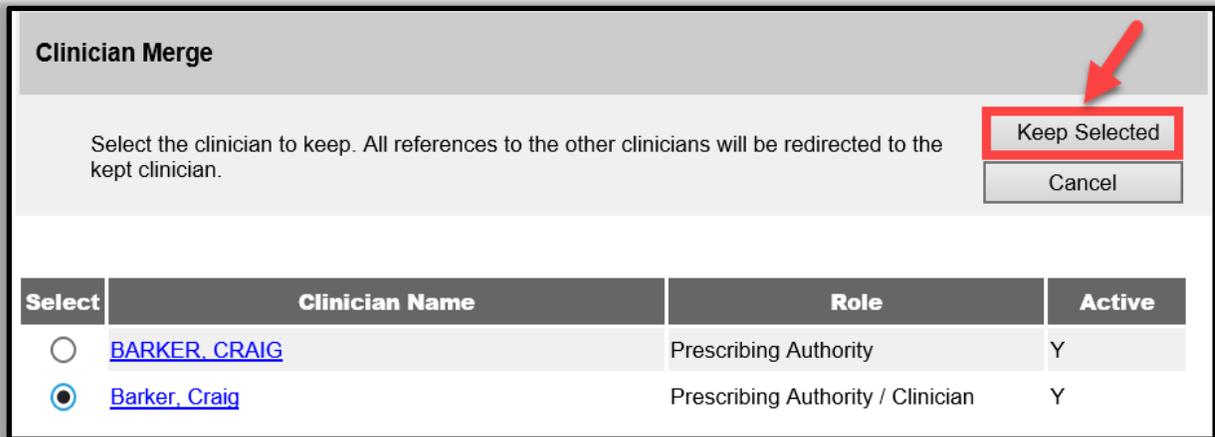
### Clinician Merge

Select the clinician to keep. All references to the other clinicians will be redirected to the kept clinician.

	Clinician Name	Role
<input type="radio"/>	<a href="#">BARKER, CRAIG</a>	Prescribing Authority
<input checked="" type="radio"/>	<a href="#">Barker, Craig</a>	Prescribing Authority / Clinician

Figure 7: Selection of Clinician to Retain

5. Select the **Keep Selected** button to merge the clinician information. Refer to *Figure 8: Keep Selected Merged Clinician*.



Select	Clinician Name	Role	Active
<input type="radio"/>	<a href="#">BARKER, CRAIG</a>	Prescribing Authority	Y
<input checked="" type="radio"/>	<a href="#">Barker, Craig</a>	Prescribing Authority / Clinician	Y

*Figure 8: Keep Selected Merged Clinician*

**IMPORTANT:** Selecting the **Keep Selected** button multiple times will create a Proxy Error.

**NOTES:**

- There is a known ImmTrac2 defect that occurs at the end of these steps where you will encounter a Proxy Error that kicks you out of ImmTrac2.
- You do not need to contact our Customer Support as this is normal system behavior.
- Simply log back into ImmTrac2.

These steps must be repeated for each clinician identified in the IEE-521 error.

## Registry Contact Information

For more information and support contact the Texas Immunization Registry.

Email: [ImmTrac2@dshs.texas.gov](mailto:ImmTrac2@dshs.texas.gov)

Phone: 800-348-9158

Website: <https://www.dshs.texas.gov/immunize/immtrac/>